

*Office Memorandum* • UNITED STATES GOVERNMENT

TO : All Administrative Officers

DATE: 13 January 1954

FROM : Chief, Employee Services Division

SUBJECT: 1954 March of Dimes Campaign

1. The 1954 March of Dimes Campaign in this Agency will open on 18 January and will end 29 January. This campaign will be announced by an Agency Notice to be released soon.

2. Inasmuch as contributions are not to be solicited from individuals, it is requested that each Administrative Officer distribute within his component the miniature "iron lungs" and/or the "test tubes" which accompany this memorandum. All contributions should be placed in these special containers provided by The National Foundation for Infantile Paralysis.

3. The Employee Services Branch of this Division has been designated to serve as Agency coordinator for this campaign. Consequently, the "iron lungs" and/or "test tubes" containing all contributions should be sent to that Branch upon completion of the campaign. Requests for additional information should be directed to [REDACTED]

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4. Your generous support of previous fund-raising campaigns is greatly appreciated. With your help, I am sure the 1954 March of Dimes will surpass last year's drive.

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